

Annex 11: Monitoring and Evaluation Plan

Bio-CLIMA: Integrated climate action to reduce deforestation and strengthen resilience in BOSAWAS and Rio San Juan Biosphere Reserves

Project-level monitoring and evaluation will be done in compliance with CABEI's Project Evaluation Policy and Procedures.

Monitoring and Evaluation Plan: The M&E Plan will be conducted in accordance with CABEI and GCF procedures by the project team and the CABEI Country Office (CABEI CO). The Logical Framework Matrix provides impact and outcome indicators for project implementation, along with their corresponding means of verification. The M&E plan includes: an inception report, project implementation reviews, a mid-term review and final evaluation, etc. The following sections outline the principal components of this plan. The project's M&E plan will be presented and finalized at the project's Inception Meeting following a collective fine-tuning of indicators, means of verification, and the full definition of project staff M&E responsibilities.

Project start: MARENA will call for a Project Inception Workshop will be held within the first 2 months of project start, involving all institutions and actors with assigned roles in the project organization structure, the CABEI CO and, where appropriate, co-executing partners like the FAO, UNIDO and CIAT technical advisors, as well as other stakeholders. The Inception Workshop is crucial to building ownership of the project results and to plan the first year annual work and procurement plan.

The Inception Workshop will address a number of key issues including:

- To assist all partners to fully understand and take ownership of the project.
- To detail the roles, support services and complementary responsibilities of CABEI CO, Regional staff and co-executing partners, vis à vis the project team.
- Discussion on the roles, functions and responsibilities within the project's decision-making structures, including reporting and communication lines, and conflict resolution mechanisms.
- Based on the project results framework, finalization of the first annual work and budget planning. Review and agree on the indicators, targets and their means of verification, and recheck assumptions and risks.
- Provision of a detailed overview of reporting, monitoring and evaluation (M&E) requirements. The M&E work plan and budget will be agreed and scheduled.
- Discussion of financial reporting procedures and obligations, and arrangements for annual audit.
- Planning and scheduling of project Steering Committee meetings. Roles and responsibilities of all project organization structures will be clarified and meetings planned. The first project Board meeting will be held within the first 12 months following the inception workshop.
- An Inception Workshop Report will be a key reference document and will be prepared and shared with participants to formalize various agreements and plans decided during the meeting

Annual Project Report: This key report is prepared by the Project Technical Advisors, consolidated by the Project Manager and approved by the Project Steering Committee to monitor progress made since project start and, in particular, for the previous reporting period.

The APR includes, but is not limited to, reporting on the following:

- Progress made toward project objective and project outcomes – each with indicators, baseline data and end-of-project targets (cumulative).
- Project outputs delivered per project component (annual).
- Lessons learned/good practices
- Annual Work Plan and other expenditure reports
- Risk and adaptive management

The Project Manager will ensure that the indicators included in the project results framework are monitored annually well in advance of the Project Implementation Report (PIR) submission deadline and will objectively report progress. The annual PIR will be shared with the Project Steering Committee and other stakeholders. The CABI CO will coordinate the input of the MHCP in its role of National Designated Authority and other stakeholders to the PIR. The quality rating of the previous year's PIR will be used to inform the preparation of the next PIR. The final project PIR, along with the terminal evaluation report and corresponding management response, will serve as the final project report package.

Periodic Supervision and Monitoring through field missions: The CABI Regional Office may ask for support from the FAO Investment Centre Division in Rome (FAO DPI) or another specialized and trusted partner to provide technical supervision support and conduct visits to project sites based on the agreed schedule in the project's Inception Report/Annual Work Plan to assess first hand project progress. Other members of the Project Steering Committee may also join these visits. A Field Visit Report will be prepared by the CABI and will be circulated no less than one month after the visit to the project team and Project Steering Committee. In addition, MARENA will conduct visits to project sites periodically and field visit reports will be prepared.

Mid-term of project cycle: The project will undergo an independent mid-term review at the mid-point of project implementation. The mid-term review will determine progress being made towards the achievement of outcomes and will identify course correction if needed. It will focus on the effectiveness, efficiency and timeliness of project implementation; will highlight issues requiring decisions and actions; and will present initial lessons learned about project design, implementation and management. Findings of this review will be incorporated as recommendations for enhanced implementation during the final half of the project's term. The final MTR report will be available in English.

End of Project: An independent Final Evaluation will take place three months prior to the closure of the project, undertaken in accordance with CABI and GCF guidance. The final evaluation will focus on the delivery of the project's results as initially planned (and as corrected after the mid-term review, if any such correction took place). The final evaluation will look at impact and sustainability of results, including the contribution to capacity development and the achievement of global environmental benefits. The Final Evaluation will also provide recommendations for follow-up activities and requires a management response. The final report will be cleared by CABI and will be approved by the Project Steering Committee. CABI CO will include the planned project terminal evaluation in the evaluation plan.

Project Final Report: During the final three months, the project team will prepare the Project Final Report. This comprehensive report will summarize the results achieved (objectives, outcomes, outputs), lessons learned, problems met and areas where results may not have been achieved. It will also lay out recommendations for any further steps that may need to be taken to ensure sustainability and replicability of the project's results.

The CABEL CO and FAO DPI will support the Project Manager as needed, including through annual supervision missions. The CABEL CO is responsible for complying with project-level M&E requirements. Additional M&E and implementation quality assurance and troubleshooting support will be provided by the FAO Technical Advisor as needed. The project target groups and stakeholders, including the National Designated Authority, will be involved as much as possible in project-level M&E. CABEL CO will retain all M&E records for this project for up to seven years after project financial closure in order to support ex-post evaluations.

Monitoring and Reporting on Land Use and Land Use Changes: The National Measurement, Monitoring, Reporting and Verification System (SNM-MRV) is coordinated by MARENA with participation of INAFOR, INETER, regional and local actors and is a robust and transparent system that provides information for the design and implementation of land-use management policies, forest governance and natural resource management. In the context of REDD+ activities, the SNM-MRV will allow the monitoring and reporting of such activities, incorporating monitoring and MRV processes. Its main function is to have periodic information on results achieved through national measures and actions, linked to conservation, sustainable forest management and restoration, for strengthening forest governance, as well as provided measurable, reportable and verifiable data for international estimations and reports on forest emissions and absorptions.

The SNM-MRV collects and processes forest cover and biomass information, obtained from remote sensing and field measurements of forest inventories. This information will be used for the periodic estimation of forest emissions and reduction of forest emissions, and for the periodic evaluation of the safeguards compliance indicators, and the monitoring of the co-benefits. The SNM-MRV will establish a platform where national institutions, regional governments, indigenous and territorial communities will contribute and make available to the general public the results of monitoring, estimation protocols, and geographic information.

The SNM_MRV is composed of 3 sub-modules:

- The Carbon Module which will measure, monitor, report, and verify (M-MRV) the state and condition of Nicaragua's forests, as well as deforestation and forest recovery. It will report avoided emissions as well as those that occur due to changes in carbon stocks at the national level.
- The Multiple Benefits Module which will monitor indicators related to biodiversity and food security (SNMbe).
- The Safeguards Module which will provide and manage information related to the application of safeguards (Safeguards).

A comprehensive and detailed description of the SNM-MRV is being constructed in Nicaragua and to which Bio-CLIMA will also contribute during the coming years with can be found in Chapter 9, pages 190-240 of Nicaragua's Emission Reduction Program Document ER-PD, available at:

https://www.forestcarbonpartnership.org/system/files/documents/CF20%20Resolution%204%20Endorsement%20of%20Nicaragua%20ER%20Program_FINAL.pdf

During the Project Inception Workshop a much more detailed monitoring and evaluation plan will be prepared with the participation of relevant institutions and actors as to GCF guidance provided below:

Monitoring				
Data/Source	Collection Tool	Frequency	Indicator	Indicative Budget ¹
<i>Official</i>	<i>Government data/records</i>	<i>Annual</i>	<i>M4.1 Tonnes of carbon dioxide equivalent (t CO₂ eq) reduced or avoided (including increased removals) - forest and land use</i>	<i>Included in the M&E budget</i>
<i>Official</i>	<i>Government data/records</i>	<i>Annual</i>	<i>M9.1 Hectares of land or forests under improved and effective management that contributes to CO₂ emission reductions</i>	<i>Included in the M&E budget</i>
<i>Project system M&E</i>	<i>Survey</i>	<i>Annual</i>	<i>Yearly monetary and non-monetary benefit of beneficiary families (indigenous and non-indigenous), disaggregated by gender, age and ethnicity</i>	<i>Included in the M&E budget</i>
<i>Project system M&E</i>	<i>Participatory workshop/data records</i>	<i>Biannual</i>	<i>Share of private / NGO sector co-financing into total Agroforestry and Silvo-</i>	<i>Included in the M&E budget</i>

¹ The Budget includes all cost of the M&E activities. It means that the M&E system is an integral approach to measure each indicator mentioned in the table. The budget has not been elaborated considering the cost for each indicator. The budget is for each activity.

			pastoral Trust Funds budget.		
Project system	M&E	Participatory workshop/official data	Biannual	Co-financing private and NGO partners in Indigenous Community Enterprises (SCE, CFM, CFR)	Included in the M&E budget
Project system	M&E	Data register in M&E system	Biannual	Number of citations and references published and accessed to the Environmental Information System, if adequate disaggregated by gender, age & ethnicity	Included in the M&E budget
Project system	M&E	Field visit/data register	Biannual	% of women participating, deciding on and benefitting equitably from: family income and spending, climate-resilient production, strengthened governance mechanisms and capacity development; disaggregated by gender, age & ethnicity	Included in the M&E budget

Evaluation			
Type	Timing	Independent/Self-evaluation	Indicative Budget
Process	Mid-term review (year 4)	<i>Independent</i>	USD 105,000

<i>Outcome</i>	Final (year 7)	evaluation	<i>Independent</i>	USD 105,000
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Detailed budget for the Project Monitoring and Evaluation

Activity	Budget Account Description	Y1	Y2	Y3	Y4	Y5	Y6	Y7	Total (USD)
Set-up and operate the PMU	Local consultants	18,429	18,429	18,429	18,429	18,429	18,429	18,429	129,000
	Equipment	514	514	514	514	514	514	514	3,595
	Constuction cost	171	171	171	171	171	171	171	1,200
	Training, workshops, and conference	343	343	343	343	343	343	343	2,400
	Travel	943	943	943	943	943	943	943	6,600
	Professional/ Contractual Services	429	429	429	429	429	429	429	3,000
	Local consultants	18,429	18,429	18,429	18,429	18,429	18,429	18,429	129,000
	Equipment	514	514	514	514	514	514	514	3,595
	Constuction cost	171	171	171	171	171	171	171	1,200
	Training, workshops, and conference	343	343	343	343	343	343	343	2,400
	Travel	943	943	943	943	943	943	943	6,600
	Professional/ Contractual Services	429	429	429	429	429	429	429	3,000
	Local consultants	24,571	24,571	24,571	24,571	24,571	24,571	24,571	172,000
	Equipment	685	685	685	685	685	685	685	4,793
	Constuction cost	229	229	229	229	229	229	229	1,600
	Training, workshops, and conference	457	457	457	457	457	457	457	3,200
	Travel	1,257	1,257	1,257	1,257	1,257	1,257	1,257	8,800
	Professional/ Contractual Services	571	571	571	571	571	571	571	4,000
Stenghten	Local consultants								

MEFCCA/MARENA project oversight and steering capacities		714	714	714	714	714	714	714	5,000
	Equipment	1,786	1,786	1,786	1,786	1,786	1,786	1,786	12,500
	Constuction cost	857	857	857	857	857	857	857	6,000
	Training, workshops, and conference	714	714	714	714	714	714	714	5,000
	Travel	929	929	929	929	929	929	929	6,500
	Professional/ Contractual Services	760	760	760	760	760	760	760	5,320
	Local consultants	714	714	714	714	714	714	714	5,000
	Equipment	1,786	1,786	1,786	1,786	1,786	1,786	1,786	12,500
	Constuction cost	857	857	857	857	857	857	857	6,000
	Training, workshops, and conference	714	714	714	714	714	714	714	5,000
	Travel	929	929	929	929	929	929	929	6,500
	Professional/ Contractual Services	760	760	760	760	760	760	760	5,320
	Local consultants	4,628	-	-	-	-	-	-	4,628
	International consultant	2,314	-	-	-	-	-	-	2,314
	Equipment	4,628	-	-	-	-	-	-	4,628
Set-up the project monitoring, evaluation and reporting system	Training, workshops, and conference	6,943	-	-	-	-	-	-	6,943
	Travel	4,628	-	-	-	-	-	-	4,628
	Professional/ Contractual Services	17,680	-	-	-	-	-	-	17,680
	Local consultants	5,372	-	-	-	-	-	-	5,372
	International consultant	2,686	-	-	-	-	-	-	2,686
	Equipment	5,372	-	-	-	-	-	-	5,372
	Constuction cost	-	-	-	-	-	-	-	-
	Training, workshops, and conference	8,057	-	-	-	-	-	-	8,057
	Travel	5,372	-	-	-	-	-	-	5,372
	Professional/ Contractual Services	20,520	-	-	-	-	-	-	20,520
Systematize findings and lessons learnt and communicate	Local consultants	378	756	756	756	756	756	378	4,534
	Equipment	94	189	189	189	189	189	94	1,134

project results	Training, workshops, and conference	378	756	756	756	756	756	378	4,534
	Travel	283	567	567	567	567	567	283	3,401
	Professional/ Contractual Services	189	378	378	378	378	378	189	2,267
	Local consultants	1,622	3,244	3,244	3,244	3,244	3,244	1,622	19,466
	Equipment	406	811	811	811	811	811	406	4,866
	Training, workshops, and conference	1,622	3,244	3,244	3,244	3,244	3,244	1,622	19,466
	Travel	1,217	2,433	2,433	2,433	2,433	2,433	1,217	14,599
	Professional/ Contractual Services	811	1,622	1,622	1,622	1,622	1,622	811	9,733
	Local consultants	-	-	-	15,000	-	-	15,000	30,000
	International consultant	-	-	-	24,000	-	-	24,000	48,000
	Equipment	-	-	-	3,000	-	-	3,000	6,000
	Training, workshops, and conference	-	-	-	3,000	-	-	3,000	6,000
	Travel	-	-	-	6,000	-	-	6,000	12,000
	Professional/ Contractual Services	-	-	-	1,500	-	-	1,500	3,000
	Local consultants	-	-	-	15,000	-	-	15,000	30,000
	International consultant	-	-	-	24,000	-	-	24,000	48,000
	Equipment	-	-	-	3,000	-	-	3,000	6,000
	Training, workshops, and conference	-	-	-	3,000	-	-	3,000	6,000
	Travel	-	-	-	6,000	-	-	6,000	12,000
	Professional/ Contractual Services	-	-	-	1,500	-	-	1,500	3,000
Total		176,146	94,946	94,946	199,946	94,946	94,946	192,946	948,821